

SMARTER**NOW!**

RMS WEB-BASED TRAINING



Risk Management Services

SMARTER**NOW!** LEARNING MANAGEMENT SYSTEM



PHILADELPHIA
INSURANCE COMPANIES

A Member of the Tokio Marine Group

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*Instructor Streaming Videos are for group training of a classroom of learners. The roster of learners may be uploaded by using the "classroom" feature in SmarterNow!



Risk Management Services

SMARTERNOW! COURSE DESCRIPTIONS

Abuse Prevention / Bullying

Child Sexual Abuse Awareness: 50 mins

This introductory training provides information about:

- The Risk of Abuse
- Facts and Misconceptions
- Abuser Characteristics

YMCA Abuse Prevention Series –Module 1 – Defining and Identifying Child Abuse: 25 mins

Learn about the four different types of child abuse and the warning signs. This training is geared toward staff or volunteers who work with youth.

YMCA Abuse Prevention Series –Module 2 – Strategies for preventing and responding to Child Abuse: 25 mins

This module discusses acceptable vs. unacceptable types of physical contact with a child, where abuse may occur, and proper supervision techniques.

YMCA Abuse Prevention Series – Module 3 – Bullying: 25 mins

Bullying is defined as unwanted, aggressive behavior among youth that involves a real or perceived power imbalance. In this training module you will learn:

- Defining the different effects and forms of bullying
- Implementing best practices in bullying prevention
- Responding to bullying using examples of strategies that work

YMCA Abuse Prevention Series – Annual Refresher Course: 25 mins

An annual refresher course covering

- Defining child abuse
- Discussing trends and statistics about child abuse
- How and where abuse might happen at the Y
- Implementing best practices to avoid incidents
- How to respond

Summer Program Safety: 25 mins

This module reviews the typical exposures in Children's Summer Programs. This program encourages staff to think "Safety".

- Severity exposures
- Accident prevention
- Managing accidents

Aquatics

Shallow Water Blackout: 30 mins

The Shallow Water Blackout DVD is a comprehensive 30-minute presentation divided into four categories: (1) Introduction and definitions, (2) Shallow Water Blackout, (3) Genetic "Drowning" triggers, and (4) Summary and quiz.

Disappearing Dummies: 10 mins

This training clearly and effectively illustrates the phenomenon of *Visual Body Blindness*, and exemplifies how difficult it is for lifeguards to detect victims once they submerge beneath the surface of the water.

Five Minute Scanning Strategy: 10 mins

The Five Minute Scanning Strategy[®] helps lifeguards improve concentration and attention, while reducing boredom by changing the mental process every five minutes.

Drivers Training

Decision Driving[®]: 60 mins

Designed to reduce multiple types of fleet situations accidents and incidents, your workers will encounter multiple interactions throughout the six lessons (10 mins. each) of Decision Driving[®]. Multiple types of fleet situations are featured in the program so employees can easily relate to the material presented.

Also available in Spanish.

SMARTERNOW! COURSE DESCRIPTIONS - *continued*

Defensive Drivers Training: 60-90 mins

This 1-1.5 hour course teaches drivers about all aspects of driving defensively. A consistent, defensive approach to driving is the best way to reduce the likelihood of driver error. The goal of this course is simple: to provide you with the knowledge and safe driving techniques you need to prevent collisions and violations.

Distracted Driver: 35 mins

The National Highway Traffic Safety Administration (NHTSA) estimates that driver inattention is a factor in 80 percent of highway collisions. By failing to give full attention to the road, distracted drivers put themselves, their passengers, and everyone else on the road at risk. This course presents strategies drivers can use to remain focused on the road.

Defensive Driving for School Bus Drivers: 15 mins

Your school bus drivers maneuver a 25,000 pound vehicle in all sorts of weather and road conditions, while maintaining control of dozens of students with their backs turned: This important program covers the 3 A's of defensive driving – Attitude, Awareness, and Action – and shows how your bus drivers can put them to work to avoid catastrophic accidents.

School Bus Driver - Positively in Control: 15 mins

This program tackles the issue of school bus driver attitude and how it directly affects safety. Training tips include correct examples of preventative measures drivers can take to improve the safety of students and ensure safe bus operation.

- Attitude pre-inspection
- Being a positive role model
- Controlling student behavior
- Safe loading and unloading
- Leaving stress at home

Driver Awareness: 15 Passenger Van Safety: 30 mins

With over 11 interactions in multiple lessons, this attention-getting program will help keep your drivers and their passengers safe while on the road. While this training program focuses on 15-passenger vans, the safety information also applies to 12-passenger vans.

Driver Awareness: 15-Passenger Van Safety covers:

- Techniques for driving a 15-passenger van
- Safety steps to take before beginning any trip with a 15-passenger van
- Driver safety
- Passenger safety

DOT: Driver Qualifications: 20 mins

Addresses FMCSA Parts 392, 393, and 396

Commercial drivers must meet many compliance regulations to become and remain employed. Summit's training program covers the topics and necessary regulations including:

- Federal laws regarding investigation and qualification files
- In-depth information explaining the requirements of each file
- Federal standards for drivers including age limits, licenses, medical exams, road tests, and the ability to speak/understand English

DOT: Driver Wellness: 40 mins

Addresses FMCSA Parts 392, 393, and 396

Ensure the health and well-being of your drivers is not negatively affected by their lifestyle choices, job duties, or the ergonomic factors of driving a truck. Summit's training program covers:

- Job duties including stress, fatigue, and exposure
- Work environment and ergonomic factors
- Lifestyle hazards such as poor diet, smoking, and hypertension

DOT: Drug & Alcohol Testing - 2-Part Series

Complies with DOT 49 CFR Part 40

Prevent the consequences of drug- and alcohol-related violations and fines. Ensure your employees and supervisors understand the importance of drug- and alcohol-free employees for safety on the road, as well as the rights to requirements for testing for both employees and supervisors. This course covers:

1. **DOT: Drug & Alcohol Testing - Employee: 60 mins**
 - General awareness
 - The testing process
 - Test results
 - The effects of drug and alcohol

SMARTERNOW! COURSE DESCRIPTIONS - *continued*

2. DOT: Drug & Alcohol Testing - Supervisor: 60 mins

- Introduction to reasonable suspicion
- Signs and symptoms of substance abuse
- Constructive confrontation
- The testing process
- Test results

DOT: Pre & Post Trip Inspection: 30 mins

Addresses FMCSA Part 396

A commercial rig – with its tremendous power and weight – can be a dangerous piece of machinery. To ensure that you arrive at your destination safely, it's important to begin by making sure that the truck you will be driving is mechanically sound from one end to the other. This course covers:

- Vehicle overview
- Checking the engine compartment
- Inspecting inside the cab

Road Rage: 30 mins

This program educates your employees on the following topics:

- Effective advice to avoid getting involved with an aggressive driver
- What to do if you are the victim of aggressive driving
- The importance of avoiding aggressive driving yourself

Winter Driving: 12 mins

Keep your employees safe and reduce winter driving incidents with this exciting program. An excellent program for workers who drive for a living, it covers:

- Following and stopping distance
- Parking lots and potential hazard
- Braking safely
- Driving on inclines
- Braking and skid control
- Vehicle maintenance and inspection

Instructor Streaming-Drivers Training - For a classroom setting

Driven Driver: 13 mins

Uses a variety of road scenes to motivate drivers to respect potential hazards and drive defensively. Teaches SPACE - Speed, Patience, Awareness, Concentration, and Exit- to help drivers retain and apply safe driving techniques.

Road Rage: 15 mins

Demonstrates real road situations and offers measure to reduce exposure to aggressive driving.

Street Smart: Driving Skills: 14 mins

Reinforces the importance of safe choices on the road by teaching skills and techniques that enable employees to recognize and reduce hazards.

Winter Driving: 14 mins

Helps ensure that even the most experienced drivers know the hazards of winter driving by preparing them to tackle cold temperatures, limited visibility, and slippery roads.

Employment Practices

Sexual Harassment and Abusive Conduct Training for Employees: Understanding and Preventing: 120 mins

This program is designed for a company-wide audience including employees. This program:

- Defines sexual harassment in legal and practical terms
- What is a hostile work environment
- Demonstrates behaviors that are and are not acceptable in the workplace
- Explains the actions to take for victims of sexual harassment
- Reviews abusive conduct

SMARTERNOW! COURSE DESCRIPTIONS - *continued*

Sexual Harassment Training: What Supervisors Need to Know: 120 mins

CA compliant - Sexual Harassment AB 1825 and AB 2053 Abusive Conduct Training for Supervisors

In California, employers with 50 or more workers must provide at least two hours of sexual harassment prevention training to all supervisors. This training must be provided to supervisors within six months of the time they become a supervisor, and then at least once every two years.

This supervisor-specific program includes basic employee learning objectives and in addition demonstrates:

- How to prevent sexual harassment at your workplace
- The impact of sexual harassment in the workplace
- How to handle a sexual harassment complaint
- What to expect during a sexual harassment investigation

Workplace Violence: Prevent the Threat: 30 mins

Prevent a violent situation in your workplace with Workplace Violence: Prevent the Threat. Workplace violence costs industries millions of dollars a year, and even more in the toll that violence takes on employees and workplace morale. This program covers:

- What is workplace violence?
- Employer policies and practices for preventing workplace violence
- Keeping you and your workplace safe
- What to do if violence does occur

General Safety Topics

ALICE Workplace Violence Training: 60 mins

The ALICE Training Institute's 60 minute workplace violence e-Learning course is designed for a company-wide audience. ALICE (alert, lockdown, inform, counter, and evacuate) training protocols are emulated by federal agencies and state governments across the country, including the Department of Education, DHS, FBI, DOJ, DHHS, and FEMA. ALICE e-Learning provides:

Seconds count when individuals are faced with a violent event. ALICE e-Learning provides users with proactive response options to fill the gap of time between when a violent event begins and law enforcement arrives. The goal of this course is to authorize and empower individuals with the tools necessary to increase survivability during a violent event.

ALICE K-12 School Violence Training: 60 mins

The ALICE Training Institute's 60 minute active shooter / violent intruder response e-Learning course is designed for K-12 schools and provides educators with valuable tools beyond lock-down protocols.

(Note: ALICE training is a limited time offering to the first 2,000 individual registrations)

Back Injury Prevention: 30 mins

In this lesson you will learn about how you can potentially injure your back and what you can do to prevent this from happening. Topics include:

- Acute versus cumulative causes of back injury
- Your risk of injury
- How the back works
- Risk factors that can lead to injury
- Common types of injuries

Bloodborne Pathogens (English): 30 mins

Addresses OSHA 29 CFR 1910.1030. Includes Hepatitis C.

Summit's program promotes awareness of bloodborne diseases, provides definitions of bloodborne pathogens, the modes of transmission, misconceptions concerning the diseases, how to recognize exposure situations, and the universal precautions required to ensure worker safety.

Bloodborne Pathogens (Spanish): 30 mins

The above training presented in Spanish.

Fire Protection & Prevention: 30 mins

Every year in the United States there are up to 80,000 workplace fires causing \$2B annually in workplace damages and injuring an estimated 5,000 workers, 200 of which are fatal. Keep you and your workers out of these statistics by utilizing Summit's online training program, Fire Protection & Prevention. This program covers:

- Common causes of workplace fires
- Recognizing fire hazards
- How to choose and use various types of fire extinguishers
- Fire prevention best safety practices
- First responder awareness level

SMARTERNOW! COURSE DESCRIPTIONS - *continued*

Food Allergens: 30 mins

When food allergens aren't properly identified and controlled, it can be a life or death situation and also make your organization vulnerable to expensive fines and penalties. Teach food manufacturing workers the important steps to take in order to ensure the products made in your facility remain safe for all consumers. This course covers:

- Introduction to various food allergens
- Food allergen identification and assessment in your facility
- Control programs

Food Safety and Sanitation: 30 mins

Addresses OSHA 29 CFR 1910.141

Summit's motivating training video teaches your workers the proper procedures and laws to follow to ensure food is handled safely.

Food Safety and Sanitation covers:

- The importance of safe food handling and sanitation
- The most common foodborne diseases and how they are transmitted
- The laws and procedures that your employer follows to prevent foodborne illness
- Steps that you can take to keep the food you handle as safe as possible

Also available in Spanish.

Hazard Communication: Erase the Mystery

Complies with OSHA 29 CFR 1910.1200

Ensure you and your workers know how to properly identify and label hazardous chemicals with Summit's online training program, Hazard Communication: Erase the Mystery. With the adoption of GHS into the United States' procedures for hazardous communication, it is essential to train workers on the updated system of labeling and classification. This course covers:

- Hazardous chemicals in the workplace
- Container labels
- SDS (safety data sheets)
- Safety checklists

Hot Work Permit: 30 mins

This program educates your workers on proper procedures and safe work practices to prevent personal injury and property damage.

Key training issues covered in this highly interactive, media-rich program are:

- Identifying potential hazards
- PPE (Personal Protective Equipment)
- Permit procedures
- Best safety practices

Also available in Spanish.

Slips, Trips & Falls: 30 mins

With carefully created exercises and interactions, this online program examines the causes of common slips, trips, and falls in the workplace and looks at ways to prevent them from occurring. Our engaging, web-based program teaches workers:

- The importance of good housekeeping
- Safe ways to work around wet and uneven surfaces
- Proper ladder safety
- When fall protection is needed

Also available in Spanish.

Instructor Streaming-General Safety Topics - For a classroom setting

Back Injury Prevention: 15 mins

Teaches best practices for maintaining a strong and healthy back to reduce injuries.

Bloodborne Pathogens: 15 mins

(Addresses OSHA 29 CFR 1910.1030, includes Hepatitis C)

Promotes awareness of Bloodborne diseases, provides definitions, the mode of transmission, misconceptions concerning the diseases, how to recognize exposure situations, and the universal precautions required.

Disaster Readiness: 14 mins

(Addresses OSHA 29 CFR 1910.38)

Helps employees prepare and plan for any potential emergency.

GHS: Globalize your Communication: 17 mins

Helps ensure workers understand the Globally Harmonized System (GHS) in order to identify and handle hazardous chemicals safely, regardless of their origins.

SMARTERNOW! COURSE DESCRIPTIONS - *continued*

Slips, Trips and Falls: 12 mins

Teaches important safety tips for eliminating fall hazards in their work environment, as well as information about fall protection equipment.

Hazard Communication: Erase the Mystery: 19 mins

(Addresses OSHA 29 CFR 1910.1200)

Helps ensure proper identification and labeling of hazardous chemicals with GHS procedures for hazardous communication.

Hazardous Materials Transportation (7-Part Series)

Part 1- HMT: Bulk Transport: 30 mins

Addresses DOT 49 CFR 178 and 179; also references 172.302

Use Summit's online HMT: Bulk Transport program to effectively train your workers on important DOT regulations and best safety practices for bulk material handling. In three lessons, five interactions, Flash animation, and video, this program covers:

- What is bulk packaging
- Loading/unloading bulk packaging
- Transporting bulk packaging

Part 2 - HMT: General Awareness: 30 mins

Addresses DOT 49 CFR 171 and 172

Summit's online program incorporates video and high-end animation to keep your workers interested. This program covers:

- Hazardous materials regulations
- Packaging hazardous materials
- Identifying hazardous materials
- Making and labeling hazardous materials

Part 3 - HMT: Handling Non-Bulk Packaging: 30 mins

Addresses DOT 49 CFR 173; reference 172.301

This program features multiple working examples of where your employees may encounter non-bulk packaging, including laboratories.

This online program covers:

- What is non-bulk packaging
- Package markings and labels
- Selecting non-bulk packaging
- Transporting non-bulk packages

Part 4 - HMT: Safe Work Practices: 30 mins

Refers to requirements in DOT 49 CFR 172.8000

Perfect for all employees, this program uses vivid graphics and animation to teach workers to prevent harm to themselves, their coworkers, and the environment. This program covers:

- Emergency response
- Incident response & reporting
- Loading & unloading procedures

Part 5- HMT: Safety Requirements for Drivers: 30 mins

Addresses DOT 49 CFR 177

Summit's dynamic online HMT: Safety Requirements for Drivers teaches your transport employees best safety practices and the regulations they need to follow to ensure compliance and a safe delivery. This program addresses:

- Regulations
- Driving & parking
- Safe driving procedures

Part 6 - HMT: Security Awareness: 30 mins

Addresses DOT 49 CFR 172.8000

Summit's online HMT: Security Awareness teaches your employees to understand the security risk of the materials being transported, to have a solid security plan in place, to follow it, and be able to recognize and react to a possible security threat. This program teaches:

- Overview of security requirements
- Identifying security risks
- Security practices

SMARTERNOW! COURSE DESCRIPTIONS - *continued*

Part 7 - HMT: Shipping Requirements: 30 mins

Addresses DOT 49 CFR 172.200 - .205

Use Summit's online training program, HMT: Shipping Requirements, to effectively train your employees using video, graphics, and proven content. The shipping papers that accompany hazardous materials are an important part of complying with the regulations. This program covers:

- What are shipping papers?
- Preparing the shipping papers
- Information on shipping papers

HAZWOPER: 30 mins

Addresses Hazardous Waste & Emergency Response OSHA 29 CFR 1910.120

Summit's web-based training program can be part of your 8-hour, 24-hour, or 40-hour training curriculum. This program trains your employees on the procedures outlined in the Hazardous Waste Operations Regulation, including best practices for spill containment, clean-up, and decontamination. Topics also covered include how to prevent spills, including proper storage, handling, and inspection of containers.

Home Healthcare

Elder Abuse and Neglect: 60 mins

Upon completion of this training, the participant will understand:

- The definition, causes, and contributing risk factors of elder abuse
- The different forms of elder abuse and the signs and symptoms of each form
- How to help prevent abuse and the importance of reporting suspected elder abuse

Essential Bedrest Skills: 60 mins

Upon completion of this training, the participant will understand:

- The different bedrest positions and how to move someone from one position to another using proper body mechanics
- How to recognize and prevent pressure ulcers
- How to perform other procedures commonly used when caring for a person on bedrest

How to help someone who uses a wheelchair (including wheelchairs, walkers, crutches, and canes): 60 mins

Upon completion of this training, the participant will understand:

- Safe methods and special precautions for helping those who use wheelchairs, walkers, crutches, and canes
- How to do stand pivot transfer in a variety of settings
- Using a gait belt
- Principles of body mechanics
- How to maneuver a wheelchair on ramps and curbs

Introduction to Home Care: 60 mins

Upon completion of this training, the participant will understand:

- Essential aspects of the home care field
- The home care team and its members
- The care plan and how to fill it
- The importance of good observation, reporting, and documentation skills

Safety In and Around the Home: Fall Prevention: 60 mins

Upon completion of this training, the participant will understand:

- Falls and older adults
- The goal of fall prevention
- How to prevent falls inside and around the home
- Fall prevention for care providers
- Gait belt use

Bloodborne Pathogens for Healthcare (English): 30 mins

Addresses OSHA 29 CFR 1910.1030. Includes Hepatitis C.

Summit's program promotes awareness of bloodborne diseases, provides definitions of bloodborne pathogens, the modes of transmission, misconceptions concerning the diseases, how to recognize exposure situations, and the universal precautions required to ensure worker safety.

Bloodborne Pathogens for Healthcare (Spanish): 30 mins

The above training presented in Spanish.

SMARTER**NOW!** COURSE DESCRIPTIONS - *continued*

Instructor Streaming - Home Healthcare - For a classroom setting

Bloodborne Pathogens for Healthcare: 16 mins

Helps ensure that healthcare personnel utilize standard precautions to understand that all bodily fluids, (except sweat) may contain bloodborne pathogens.

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